

MEETING MINUTES
ST. CHARLES 708 COMMUNITY MENTAL HEALTH BOARD
THURSDAY MARCH 24, 2022 5:30 PM
DENS A & B

1. Call to Order

Chair Travilla called the meeting to order at 5:30 PM

2. Roll Call

Present: Bryant, Poremba, Silkaitis, Travilla, Waibel, Weddell

Absent: Denz

3. Chair Report

A. Approve meeting minutes for November 10, 2021

Vice Chair Waibel asked if there were any amendments to the meeting minutes. There were none.

Motion to approve by Silkaitis second by Weddell.

Voice Vote Aye: 6 No: 0

Motion carries.

B. Approve meeting minutes for February 23, 2022

Vice Chair Waibel asked if there were any questions with regards to the sub-committee meeting minutes. There were no questions.

Motion to approve by Poremba second by Travilla.

Voice Vote Aye: 6 No: 0

Motion carries.

Chair Travilla stated he's received questions from agencies which will likely result in greater asks on applications this year. Chair Travilla informed the board he will not be renewing his term on the 708 Mental Health Board for the upcoming year. Chair Travilla thanks the board for their hard work and the support he's been offered over the years by members of this board. Chair Travilla has also announce that Board Member Denz will be resigning her position on the board. Ms. Bryant asked if the rubric might be a published public document. The document, as created, was designed to be something for Board Members to use as a working document and an objective tool to review applications. Board Member Silkaitis asked if any working numbers were offered yet in terms of an estimate for funding this year.

4. Review Expectations

A. Agency presentations

Chair Travilla discussed agencies will have 10 minutes to discuss and present this year. Vice Chair Waibel discussed historically that new agency applicants received 15 minutes. Chair Travilla discussed he will ask they complete presentations in the 10 minute time frame. Vice Chair Waibel discussed historically applicants were asked

about new programs during presentations. Chair Travilla asked if someone would be willing to be a timekeeper. Vice Chair Waibel will be a timekeeper. Chair Travilla asked the Board to feel free to ask challenging questions. Chair Travilla asked if anyone had any further questions with regard to presentations. No further questions.

B. Applications

Board member Silkaitis asked about seeking a Profit & Loss Statement with the application discussed this evening. Vice Chair Waibel recommended changing the pre-review discussion process to a variety of agencies year over year as they receive extra time and discussion. Board Member Silkaitis made mention that the agencies not seeking more money are sometimes penalized if they don't ask for greater funding year over year. Roundtable discussion on the subject discussing justification for greater funding would lead back to quantifying a great reason for seeking the funding in the application. Board member Bryant discussed importance of the application tying to the mission of the City of St. Charles 708 Mental Health Board to obtain funding, even in cases where they have an outstanding application otherwise. Roundtable discussion ensued. Board Members have both a right and a responsibility to make this decision to not score or fund if it is deemed not meeting the mission of the Board. Partial funding may be awarded for some priorities on the application that do meet the mission, while no funding awarded for those priorities that are deemed not meeting mission of the Board of a same application.

C. Rubric scoring

Round table discussion on an example application and applying the rubric sections. Board member Silkaitis asked a question regarding the increase in funding requested section versus funding received. If an agency is asking for 10% or more, than funding received the previous year, a narrative needs to be provided in the application. Board member Bryant recommended the possibility of adding a check box on the application in the future to better understand if specific programs are ongoing throughout the year or have start and end dates. This may be revisited as an item to add to the application in the future. Round table comparison of overall scoring of the application to learn of any possible inconsistencies was discussed and an average of all scores determined.

5. Q&A

Round table discussion and reference to the bylaw that was passed by the 708 Board to review applications and potentially award funding to agency applicants that are also departments within the City of St. Charles, for newer board members. Vice Chair Waibel asked about gifts versus grants and directives for agencies. Chair Travilla did address that topic with the agency in question. Vice Chair Waibel asked Chair Travilla and the Board if finance admin support for the 708 Board should be sought since the 708 Board is heavily financially based. Chair Travilla will write a request. Vice Chair Waibel

discussed an email sent to the mayor with regard to potential candidates for new Board Members. Chair Travilla will forward names to the mayor as he receives them from Board members. Vice chair Waibel will allow her term to expire at the conclusion of this term unless there is a request for a tenured experienced member to return. Vice Chair Waibel asked how Chair Travilla would like to receive information about subcommittee meetings attended by individual members such as the Kane County meetings. Chair Travilla asked if anyone else had any further questions.

6. Adjourn

Chair Travilla asked for a motion to adjourn.

Motion by Poremba second by Waibel.

Voice Vote Aye: 6 No: 0

Meeting adjourned at 7:36 PM

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